

SANBORNTON POLICE DEPARTMENT

PUBLIC RECORDS REQUEST

IT IS THE GOAL OF THE RECORDS DIVISION OF THE SANBORNTON POLICE DEPARTMENT TO PROVIDE THE PUBLIC WITH ACCESS TO ALL INFORMATION DEFINED AS PUBLIC BY LAW OR REGULATIONS, WHILE MAINTAINING THE CONFIDENTIALITY OF INFORMATION EXEMPTED FROM RELEASE. SO THAT WE MAY FULLY COMPLY WITH ALL LAWS AND REGULATIONS RECORDS REQUESTED WILL BE MAILED WITHIN TEN DAYS OF YOUR REQUEUST.

PLEASE CHECK ONE:

☐ **MOTOR VEHICLE ACCIDENT REPORT**

☐ **ALL OTHER REPORTS (INCIDENTS OR ARRESTS)**

☐ **OTHER TYPES OF RECORD**

REPORT FEES: First page is \$2.50, each page there after is .50 each page. Total cost of report is not to exceed \$15.00 regardless of length of report.

NAME OF PRINCIPAL PARTY INVOLVED _____

LOCATION OF INCIDENT: _____

DATE AND TIME OCCURRED OR REPORTED: _____

PLEASE COMPLETE THE FOLLOWING:

YOUR NAME: _____

CHECK ONE: ☐ INVOLVED PARTY ☐ ATTORNEY ☐ OTHER

YOUR ADDRESS: _____

YOUR PHONE #: _____

RECORDS DIVISION ONLY

INCIDENT # _____ ACCIDENT # _____ ARREST# _____

AMOUNT: \$ _____ CASH ____ CHECK ____

